

California Rural Counties Task Force

MINUTES

September 20, 2002

Self-Introductions – Chairman Celia McAdam called meeting to order at 12:35 p.m. in SACOG Board Room, 3000 “S” Street, Sacramento. She invited those present to introduce themselves.

Approval of Minutes – Minutes from July 19, 2002 were approved by consensus.

2002 STIP Amendment Recommendations – David Brewer reviewed information below:

- All projects are candidates – no specific recommendations yet – reviewed criteria
- Some projects were withdrawn – now \$162M compete for \$124M available
- After Oct 02, all available 2002 STIP will be programmed – most programmed for 2007

Group discussed limited mechanism to advance projects: Advanced Project Development Element (APDE) limited to first two phases. McAdam encouraged regions to attend CTC meeting and be ready to explain and promote their 2002 STIP recommendations.

ITIP Process for 2004 – Kurt Scherzinger shared tentative District meetings schedule, development schedule, scenarios and priorities for 2004 STIP. *Note: Subsequently, meetings were cancelled and schedule delayed until 2003.*

RCTF Leadership Change / Election of Vice Chair – Darin Grossi expressed regret and shared information about his promotion and work responsibilities that necessitated his resignation as Vice Chair and would preclude him from accepting RCTF Chairman role. After discussion, Celia McAdam proposed George Dondero to serve as Vice Chairman, who agreed to assume 2-year commitment as RCTF Chairman, beginning January 2003. Dondero was unanimously elected.

RCTF/CalACT Conference – CalACT Executive Director Pete Spaulding provided update, registration info and final agenda for conference on October 15-18th at Konocti Resort in Kelseyville. Sessions of particular interest to RCTF members will be offered on Thursday and Friday, October 17 & 18th.

Federal Aid Streamlining Committee Final Report – Terry Abbott and Celia McAdam reported information about effort and tools: 1) sample work plans – developed for 3 different funding scenarios, download from web page (uses Microsoft Project); 2) best practices – MTC already obligated project for next year; 3) streamline STIP process (in draft version); 4) to examine 3 projects w/ environmental issues – “lessons learned” – at issue is lengthy period for Caltrans to process obligation (avg. 24 working days).

McAdam shared concerns about unfilled positions at Caltrans being cut as of 7/1. Abbott remarked that Local Assistance lost seven (7) positions statewide.

Unobligated Balances for Federal Funds – Brief discussion about these balances. Spencer Clifton pointed out flexibility of TEA Exchange funds with “no strings attached.”

FTA5311 Handbook – LaKeda Johnson dropped in to share information about recently completed handbook. She pointed out that POP (program of projects) are due 12/30/02, and reported that Caltrans would soon announce a discretionary funding cycle – her staff is working on scoring criteria now.

RTIP Project Delivery Issues – Following up on issues discussed during July meeting, Carl Haack and Brent Felker identified tools for project management: project charter, role of Project Manager as communication link, work plan, communication plan and risk management plan. Haack and Felker agreed to prepare short workshop about project charter for RCTF during 11/15/02 meeting.

Status Reports on RCTF Issues – Following brief discussion about legislation (AB2996 and SB1828), Phil Dow reviewed outstanding issues regarding TEA Adv Com, and noted that the RCTF needs to carry forward its concerns through representation on committees. However, Dow noted that he would not serve again, allowing others the opportunity. Dow also commented on Lake Co. RTPA resolution in opposition to Proposition 51, and special election for local funding in May 2003 for general local road rehabilitation and maintenance projects. McAdam reviewed remaining list quickly.

Announcements – McAdam announced that next meeting is scheduled for November 15, 2002 at site to be determined, and adjourned the meeting at 3:35 p.m.

Respectfully Submitted,

Pam Couch
RCTF Secretary
Modoc County Transportation Commission